



DOWNTOWN DEVELOPMENT AUTHORITY

420 N Front St.

Suttons Bay, MI 49682

September 9, 2026 at 9:00 am

AGENDA

1. Call to Order
2. Roll call and Notation of Quorum
3. Approval of Agenda
4. Members Conflict of Interest on any item on the agenda
5. Approval of Downtown Development Authority Minutes
6. Public Comments/Written Communication.
PLEASE LIMIT REMARKS TO NO MORE THAN THREE (3) MINUTES
7. Items for Consideration/Action
 - a. DDA Update
8. Reports-Manager's Update
9. Information and Comments
 - a. Board Members
 - b. DDA Staff
10. Public Comment - PLEASE LIMIT REMARKS TO NO MORE THAN THREE (3) MINUTES
11. Announcements-Next Regular Meeting is November 11, 2026 (Need to Reschedule as its Veterans Day)
12. Adjournment



DOWNTOWN DEVELOPMENT AUTHORITY
420 N. Front St
Suttons Bay, MI 49682
Meeting Minutes of November 12, 2025

The meeting was called to order at 9:00 am., by Chairperson Bahle.

Present: Bahle, Millns, Wierzba, Derigiotis, Tenbrink (9:10 a.m.), Lutke & Popke
Absent: Young
Guests: 2
Staff present: Petroskey & Larrea

Approval of Agenda

Bahle moved, Lutke seconded, CARRIED, to approve the agenda as presented.
Ayes: 6 No: 0.

Conflict of Interest: None

Approval of Downtown Development Authority Minutes

The minutes were not in the packet. They will be placed on the next agenda.

Public Comment: Bill Perkins spoke regarding EV charging stations. Bill Crackel spoke regarding the marina restroom.

Items for Consideration:

a. DDA Budget

The 2026 DDA Budget was presented. Rob Larrea pointed out the bulk of the expenses are related to the construction of the new public restroom/marina facility. Board members discussed amending the DDA and the timeline for doing so.

Bahle moved Popke seconded CARRIED, to recommended the adoption of the budget as presented. Ayes: 7 Nays: 0

b. 2026 Meeting Schedule:

The 2026 meeting schedule was presented. Instead of listing a meeting for each month, five (5) meeting dates were provided. If there is a need for a special meeting, it can be scheduled with proper notice.

Bahle moved, Lutke seconded, CARRIED, to approve the 2026 meeting schedule as presented. Ayes: 7 No: 0

Manager's Update: Rob Larrea noted that the proposed budget is focused on the bathrooms upgrade and the installation of A Dock and various infrastructure improvements.

Information and comments: None

Board Members Comments: Lee Milns asked how to submit priorities for improvements. Erik stated as we go through the amendment process, we can amend our priorities. Rob stated that currently, we can only pick from our current list. He also stated, we all have wish lists, but from a public fund perspective, we must show a demonstrated need.

Bahle asked that each member be provided with a copy of the adopted DDA plan and discussion be placed on the February agenda.

Public Comments: Bill Crackel again stated his dislike of the proposed bathroom style.

Next Meeting is February 11, 2026

The meeting adjourned at 9:25 am

Meeting minutes submitted by Dorothy Petroskey, Clerk.

		VILLAGE OF SUTTONS BAY	
		REPORT VSB -2026-21	
Prepared:	August 27, 2026	Pages:	1 of 1
Meeting:	September 9, 2026	Attachments:	☐
Subject:	Bathroom Update & Confirmation		

BACKGROUND

The bid process took place in June and resulted in a low bid of approximately \$1,325,000. That was an approximate increase of \$400,000 over our cost estimate. This was not surprising to some as the cost of construction materials over the past couple of years have increased significantly. Although we were unable to assemble a quorum to further discuss this increase, we deferred to the DDA's previous decision to participate in the project and moved it forward.

UPDATE

The bathroom project has broken ground and we are in the process of dewatering the site. This occurs when the project encounters a high water table or spring that needs to be mitigated prior to pouring footings. It is not believed that this process will delay the project and we are aiming for a May 2027 opening.

2027 BUDGET

We will have the DDA budget for review and recommendation to the Village Council in the next few weeks. My goal is to have a budget before the DDA for consideration in October, however, that would require a special meeting and likely too ambitious of a timeline. We are scheduled to meet in November to review and recommend the budget for approval to the Village Council, who is the legislative body required to adopt it.

Despite the lack of meetings in 2026, the bathroom project is a major accomplishment for the DDA, and will be a good look for DDA members as you stand with the Village Council at the ribbon cutting next spring. Our approach to the project was ambitious, yet we took a strategic approach by partnering with the marina to secure funding we otherwise would not have achieved. By reaffirming the DDA's desire to continue with the public restroom project, we will be able to budget accordingly.

RECOMMENDED ACTION

MOTION THAT: That the DDA reaffirm its budgetary support of the project. (Roll Call).